

MINUTES
PARK AND RECREATION BOARD MEETING
MONDAY, MAY 10, 2004
6:30 PM

The Board convened for their regular meeting at 6:30 PM at the Parks and Recreation Administrative Offices at 717 W. Main Street, Arlington, Texas on May 10, 2004 notice of said meeting being posted as prescribed by Chapter 551, V.T.C.A., Government Code, with the following members and staff present, to wit:

Members:

Ms. Sue Phillips	Chair	Place 3
Ms. H. Suzanne Kelley	Vice-Chair	Place 2
Mr. Alvin Warren	Member	Place 4
Mr. Charley Amos	Member	Place 6
V a c a n t	Member	Place 8
Ms. Candy Halliburton	Member	Place 11
Ms. Caron Montgomery	Member	Place 5
Mr. Joseph Way	Member	Place 10
Mr. Val Gibson	Member	Place 1
Mr. James L. Maibach	Member	Place 7
Mr. Glen C. Troutman	Member	Place 9
Mr. Colin Bryson	Youth Member	

Staff:

Pete Jamieson	Director of Parks and Recreation
Bill Gilmore	Assistant Director - Community Programs
Ruth Keith	Administrative Secretary
Jennifer Fadden	Assistant Director- Enterprise Programs
Gordon Robertson	Parks Planning Manager
Matt Young	Assistant Director-Operations
Diana Foster	Park Facilities Coordinator
Krissy Felton	Recreation Facility Manager-Dottie Lynn Rec. Ctr.
Denice Neal	Recreation Facility Manager-Hugh Smith Rec. Ctr.

Also attending were Daniel Kauth, Ben Pate, Stephen Barnes; Carol Underwood, Bonnie Bowman, Melinda Baker, Tom Long and Kathleen Emerson and Debra Freiheit.

I. **CALL MEETING TO ORDER**

Chairwoman Sue Phillips called the regular meeting to order at 6:34 PM.

II. **APRIL 12, 2004 REGULAR MEETING MINUTES**

Chairwoman Phillips asked for approval of the minutes. Ms. Kelley made a motion to approve the minutes. Mr. Troutman seconded the motion. The motion passed unanimously.

III. **RECOGNITION**

1. Park Master Plan Committee - Mr. Jamieson and Mr. Robertson introduced and thanked all committee members for their dedicated time and effort in creating and completing the FY2004 Park, Recreation and Open Space Master Plan. Committee members in attendance were: Daniel Kauth, Ben Pate, Stephen Barnes, Sue Phillips, Charlie Amos, Debra Freiheit. Alvin Warren, and Caron Montgomery. Committee members recognized, but not present were Anne Weydeck, Tim Moloney, and Dave Breen.
2. **Spotlight Employee – Krissy Felton**, Mr. Gilmore introduced Mrs. Felton. Mrs. Felton, who is the Recreation Facility Manager at Dottie Lynn Recreation Center, presented a brief overview of her experience and job responsibilities.

IV. **ITEMS FOR ACTION**

A. Comments from Citizens (about Items for Action). No discussion.

B. Items for Action

1. **Park Permits** - Mrs. Foster requested approval of 26 permits at the May 10, 2004 meeting.

Mrs. Halliburton asked why a two day permit fee would only be \$50.00 for a softball tournament? Mrs. Foster responded that the fee was only for the alcohol permit fee.

Mr. Maibach asked when the permit fee comparison survey of other municipalities would be presented to the Board. Mr. Young responded that the information would be presented at the June 14, 2004 meeting.

Mr. Amos made a motion to approve the permit requests. Mr. Way seconded the motion. The motion was approved unanimously.

2. **FY2004 Park, Recreation and Open Space Master Plan** – Mr. Robertson stated after the Board's work session on May 3, 2004, the following changes would be made to the final master plan:
 1. Add Neighborhood Park project to the Rush Creek North planning area
 - a. Neighborhood Park: Construct first phase of neighborhood park adjacent to the southwest library (\$260,000/Priority 8).
 2. Make the following changes to the Planning area maps:
 - a. Add proposed park sites to maps
 - b. Provide an index map at the front of the section with page numbers directing readers to a specific planning area
 3. Rename "Major Project Priorities" map to "Major Project Priorities-Projects over \$1 Million"
 4. Place the Vision/Mission in the front of the document in a more prominent location

Mr. Robertson said the FY2004 Master Plan takes into consideration the new realities facing the City of Arlington and the Parks and Recreation Department and it outlines a vision with specific project priorities and initiatives. Mr. Robertson said the department contracted with a local marketing firm to conduct a citywide telephone survey. Mr. Robertson explained that the new FY2004 Master Plan outlines a vision with specific priorities and initiatives that, when completed, will help make the vision a reality.

Mr. Robertson requested the Parks and Recreation Board approval of the proposed changes to the FY 2004 Parks, Recreation and Open Space Master Plan.

Mr. Maibach requested that the proposed Fish Creek Trail Head project include a future dog park site. Mr. Robertson stated the southeast map, Lynn Creek-North Planning Area, does detail a trail area and he will make a change to allow for a potential off-leash area. Mr. Maibach stated he feels this potential site needs to be communicated to the public. Mr. Robertson said he would make that change.

Mrs. Phillips asked when the final plan would be adopted and printed. Mr. Robertson said it would be printed after City Council approval.

Mrs. Phillips thanked staff and fellow Master Plan committee members stating it was a great exercise and pleasure to be a member of the Master Plan Committee.

Mr. Pate, committee member, thanked Mr. Robertson for the great job he did overseeing the committee over the last 18 months.

After discussion, Mr. Troutman made a motion to approve the FY2004 Park, Recreation and Open Space Master Plan. Mrs. Halliburton seconded the motion. The motion passed unanimously.

V. **ITEMS FROM CITIZENS** (only about Parks and Recreation related subjects other than action items).

Mr. Tom Long while the bike path at the new Metrovest Trail at River Legacy Park is a great place, he is concerned about security and safety issues in the park.

Mr. Long also expressed concern that the proposed park entrance to O. S. Gray Park will create a traffic problem with the adjacent neighborhood.

Mrs. Bonnie Bowman, representing RUFF, (Responsible Unleashed Friends of Fido) spoke to the Board in favor of a dog park in the City of Arlington.

Ms. Carol Underwood, representing the neighborhood association near Richard Simpson Park, spoke to the Board opposing a dog park site at Richard

SimpsonPark/Lake Arlington.

Mrs. Phillips stated she was 100% supportive of a future dog park and encouraged members of RUFF (Responsible Unleashed Friends of Fido) to continue their work with fundraisers and eventually a dog park would be a reality in the City of Arlington.

VI. **SCHEDULED INFORMATION REPORTS**

- A. Park Partners Report – Mr. Young briefed the Board on the progress of the department's Park Partners program for the second quarter of FY2004.
- B. Police Calls for Service Report - Mr. Young briefed the Board on police calls for service activity within the park system for the second quarter of FY2004.
- C. Customer Service Report - No Discussion
- D. Monthly Calendar Report – No Discussion

VII. **PARD INFORMATION ITEMS**

- 1. Richard Simpson Park/Lake Arlington Off-Leash Proposal – Mr. Robertson stated the proposed dog park site at Richard Simpson Park was withdrawn because citizens in the neighborhood voiced their opposition to the project.

Mr. Robertson said the department will continue working with R.U.F.F (Responsible Unleashed Friends for Fido) to find a full-time area for a dog park.

VIII. **PARB COMMITTEE REPORTS**

- A. **Planning and Policies** – Chairwoman Montgomery.
 - 1. Next Meeting Date Announcement - No date established.
- B. **Acquisition and Development Committee** – Chairman Warren
 - 1. Next Meeting Date Announcement – No date established.
- C. **Operations and Maintenance Committee** - Chairman Amos
 - 1. Next Meeting Date Announcement – No date established.
- D. **Training and Development Committee** -
 - 1. Committee Meeting Report - Ms. Kelley stated this committee met on April 2, 2004. Ms. Kelly said the committee's recommendation to the Chair and Board members is to remove the Training and Development Committee as a standing committee to the Board. Ms. Kelley stated this committee's responsibilities could be more readily facilitated by an ad-hoc committee or the chair's Executive Committee.

Mrs. Phillips requested that this recommendation, from the Training and Development Committee, be placed as an action item to be voted on at the

June 14, 2004 board meeting.

Ms. Kelley also recommended that the Park and Recreation Board Orientation Manual should be maintained by a staff person to ensure timely production. Ms. Kelley further stated that staff was excellent at providing any materials needed to educate members once they are advised of the various needs. (It is to be noted that the Orientation Manual had previously been compiled by a staff person until Ms. Kelley recommended that her committee be in charge of compiling the binder).

Ms. Kelley advised the Board that the Training and Development Committee this committee has served all charges given them.

2. Next Meeting Date Announcement – No date established.

IX. **ITEMS FROM PARB MEMBERS**

- A. Reports from Liaisons to Advisory Boards - Ms. Kelley stated the Golf Advisory Committee met on April 21, 2004. Ms. Kelley expressed concern about staff's attentiveness during the meeting.

Mr. Maibach commented on the condition of the greens at Tierra Verde Golf Club stating that after playing the course the previous week he felt as though the topdressing on the greens was excessive.

Mrs. Fadden responded that the staff at the course is well aware of the condition of the greens and are working diligently to repair them.

- B. Reports from Liaisons to Organizations - No discussion.

- C. Board Members

1. Linking with Organizations - No discussion.

Board D. Announcements – Ms. Kelley announced her resignation from the effective May 10, 2004. Ms. Kelley also stated she enjoyed her service on the Board.

. E. Chair - Mrs. Phillips encouraged the committee chairs to stay diligent to their committee charges.

Being no further business, the meeting adjourned at 8:40 PM.

NOTE: Taped recordings and minutes of all Parks and Recreation Board meetings are a matter of public record and are kept on file in the Parks and Recreation Administrative Office, 717 W. Main Street, Arlington, Texas. Any Board member or interested party has the right to review these tapes and minutes at the Parks and Recreation Administrative Office.